

Charter
Los Angeles Region – Community Veteran Engagement Board

Mission Statement

The mission of the Los Angeles Region – Community Veteran Engagement Board (“LAR-CVEB”) is to establish and maintain effective communication links among Veterans of all eras, their families, all service providers (including the VA), and stakeholders in the community for the purpose of facilitating an improved quality of life for Veterans.

Goals

1. Maximize the provision of information to Veterans to facilitate access to both VA and community resources.
2. Identify and compare trends in Veteran issues; and develop measurable gap analysis in services.
3. Develop a common agenda for action to achieve the mission of the LAR-CVEB.

Activities of the LAR-CVEB

In furtherance of the mission statement and to help achieve the goals, the LAR-CVEB will undertake to conduct the following activities:

1. Document the services being provided to veterans and the support provided to their families and caregivers, using available data, studies, and reports.
2. Evaluate and identify the gaps in services and support available to veterans, their families, and caregivers that may help initiate changes at the VA and veteran service providers.
3. Facilitate dialogue among Veterans, the community, and the VA regarding (A) the revitalization of the West LA VA campus and (B) the Veteran relationship to VA and community-based services in the Greater LA region such as mental health and housing.
4. Communicate and conduct outreach to the Veterans, the VA, the community through town halls (including town halls held on the West LA VA campus), social media, and formal and informal veteran networks.
5. In accordance with the West Los Angeles Leasing Act of 2016, provide advice and recommendations on the implementation of the draft master plan approved by the Secretary on January 28, 2016, and on the creation and implementation of any successor master plans.
6. Engage and educate private philanthropists to promote community investment in services to Veterans.

Authority and Limitations

Board members will work in collaboration with the larger Veteran stakeholder community to improve Veteran outcomes through board meetings, public forums, and solution development by leveraging networks and enhanced understandings of Veteran issues. The LAR-CVEB does not provide direct services to veterans and their families.

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Board members have no additional authorities by virtue of board membership. VA representatives on the LAR-CVEB board function under the limitations outlined in their respective positions. The LAR-CVEB board is a forum for open communication and community engagement between board members and the Veteran stakeholder community.

Membership

Number of Members and Terms. The Board will consist of no less than 15 and no greater than 20 members, with the exact number of members to be fixed by the Board in its discretion based on whether the Board is fully balanced in accordance with the criteria set forth herein. Ex Officio members will serve for as long as each member holds the office that qualifies such person to be a member of the LAR-CVEB. Board members shall serve two (2) year terms.

Composition. At least a majority of the Board will consist of Veterans. Two co-chairs will be appointed by voting members of the LAR-CVEB, with each member entitled to vote for two nominees from among those who seek appointment as co-chairs. Each co-chair shall serve a two (2) year term.

Ex Officio Members. The Director of the VA Greater Los Angeles Healthcare System, the Director of the Los Angeles VA Regional Office, and the Director of the Los Angeles National Cemetery shall serve as ex officio nonvoting members of the LAR-CVEB.

Board Members – Nomination Process. A nominating committee shall be established for the purposes of soliciting applications from candidates for election to the Board, reviewing the applications, and making recommendations to the Board regarding their election. The nominating committee will consist of five (5) members of the Board nominated by the Co-Chairs and confirmed by the Board. The nominating committee will establish a process for soliciting applications from the public and evaluating candidates and adopt a form for candidate applications, taking into consideration the evaluation criteria described below. The nominating committee, by a majority vote, will recommend candidates for election to the Board, and the Board will elect candidates to the Board, also by majority vote.

With respect to any recommendations and elections of candidates, the nominating committee and the Board will use their respective best efforts to ensure a Board composition that is balanced in accordance with the following factors:

- Expertise: Homelessness, women Veterans, healthcare, caregiver, mental health, education, employment, benefits, families, transportation, and the West LA VA campus revitalization project.
- Characteristics: men, women, service era, veteran status, location of residence or work, a member of a veterans collaborative (e.g., a collaborative from the northwestern region of the geographic area covered by the LAR-CVEB), VSO representatives.

The County of Los Angeles (or agencies thereof) shall nominate a member of the LAR-CVEB, with such person's appointment being subject to confirmation by the Board.

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The Nominating Committee shall give a city in the County of Los Angeles that makes significant efforts to serve the needs of Veterans specifically an opportunity to designate a member of the LAR-CVEB, with such person's appointment being subject to confirmation by the Board.

For purposes of maximizing information sharing with the region's largest veterans collaborative, and to align priorities, the Los Angeles Veterans Collaborative shall appoint at least one of its leading members as a member of the Board, with such person's appointment being subject to confirmation by the Board.

For purposes of ensuring information sharing and involvement across and within the vast outlying areas covered by the LAR-CVEB, the northwest region shall appoint one member from among their Collaborative members and one from County government, with such appointments subject to confirmation by the Board.

At least two members of the Board shall be Department (State) level leadership representatives from among the major Veterans Service Organizations (e.g., American Legion, Disabled American Veterans (DAV), American GI Forum (AGIF), Veterans of Foreign Wars (VFW), Military Order of the Purple Heart (MOPH), Paralyzed Veterans of America (PVA), Viet Nam Veterans of America (VVA), American Veterans (AMVETS), and Iraq-Afghanistan Veterans of America (IAVA)), with such members' appointments being subject to confirmation by the Board.

A vacancy on the Board occurring because of a death, resignation, or removal of a member shall be filled by the nomination process described above.

Any member may be removed for cause (including lack of participation) by a two-thirds vote of the Board.

Board Actions, Meetings and Town Halls

LAR-CVEB will hold a minimum of six board meetings per year. A majority of the members shall constitute a quorum of the Board. Members may be present at a meeting by attending in person or telephonically. The vote of a majority of the members present at a meeting in which a quorum is present shall be the act of the LAR-CVEB. Any action required or permitted to be taken at a meeting may be taken without a meeting if the members of the Board unanimously consent to such action in writing.

Meetings will be scheduled by the co-chairs and will take place within the County of Los Angeles. The location of meetings will be determined by the co-chairs. Notice of each regular meeting excepting emergency meetings shall be given to each member of the CVEB by email at least a week in advance. Meetings will not be open to the public unless the Board elects to open the meetings to the public. The notice shall include an agenda stating the nature of the business to be transacted at the meeting.

Minutes will be taken at each board meeting by a secretary appointed by the CVEB and will be made available to the public online.

LAR-CVEB shall host a minimum of two public town halls (“Town Halls”) per year. Town Halls will be open to the public. The location of Town Halls will rotate among public venues within Los Angeles County, provided that at least one Town Hall be held on the West LA VA campus. Town Halls will be held in a recognized public place which is easily accessible with adequate parking and public transportation in urban areas. The Co-Chairs will use best efforts to ensure that locations will have disabled access. Town Halls will be held during a reasonable time in the evening.

Subcommittees

The Co-Chairs, acting on behalf of the Board, shall have the power to appoint members as liaisons to other organizations or subcommittees thereof. Such members shall regularly attend the meetings of such organizations or subcommittees and shall provide regular reports to the Board regarding such meetings at the request of the Co-Chairs.

The Board shall have the power to establish subcommittees to carry out its communications responsibilities and to appoint members to such subcommittees upon recommendations by the Co-Chairs. A member of each subcommittee shall provide regular reports to the Board at the request of the Co-Chairs regarding subcommittee meetings.

One such subcommittee shall be a West LA VA Master Plan Implementation Subcommittee, whose members shall have relevant expertise adequate for that subcommittee’s communications, advice and recommendation, and outreach responsibilities.

Community Outreach

LAR-CVEB will maintain an active online presence through an internet site and/or social media outlets (such as Facebook and Twitter). LAR-CVEB will make available online a copy of its charter, minutes, its roster of members, as well as the date, time, and location of any Town Halls. LAR-CVEB will give the public an opportunity to submit written comments to the LAR-CVEB through an online portal.

LAR-CVEB will publicize public forums through various venues, including posting information through online mediums (e.g. email listservs, social media) and in physical locations known to be visited by veterans, and through the use of other collateral promotional materials. LAR-CVEB will also leverage local public affairs professionals, VA resources, and other professional networks to promote maximum attendance.

By accepting a position on the LAR-CVEB, each Board member consents to having his or her image and biographical information used as part of the LAR-CVEB promotion activities. Photos and audiovisual recordings of Board members may be released to the media, as well as used on the LAR-CVEB websites, blogs, and social media sites.